

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 3, 1986

ALL COUNTY LETTER NO. 86-12

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: CHILD WELFARE SERVICES (CWS) 1986 REVIEW

REFERENCE: ALL COUNTY LETTER 86-06 (ADVANCE COPY)

The Adult and Family Services Operations Bureau (AFSOB) will conduct a statewide review of the Child Welfare Services (CWS) Programs beginning in mid-April, 1986. The purpose of the review is to measure the counties' performance in maintaining acceptable CWS Programs. This review will consist of: (1) the examination of selected case records from the Emergency Response (ER), Family Maintenance (FM), Family Reunification (FR), and Permanent Placement (PP) Programs to determine whether the counties' application of regulations is correct; and (2) the analysis of the counties' ER Referral Intake System to determine consistency with regulatory requirements, and whether the counties' reporting of ER referrals on the Preplacement Preventive Services Report (SOC 291) is accurate.

Please disregard All County Letter (ACL) 86-06 because the review month has been changed to March, 1986 and the ER Program log (SOC 367) and the FM Program log (SOC 368) have been revised. This will allow counties to concentrate on Time Studies in February and to develop the procedures for completing the review logs and coordinating the collection of the information with all staff.

Attached for your use are copies of the revised ER and FM Program logs. We have included several areas identified as optional which counties may use in tracking the cases selected for review. Please return the logs to AFSOB no later than April 15, 1986.

The following are instructions for determining the cases to be identified on the ER and FM Program logs:

1. Emergency Response (ER) Cases:

Counties shall keep the log (SOC 367) of all ER referrals in which a social worker had his/her first face-to-face contact with the parent(s) or child in the month of March, 1986.

Examples:

1. A referral is received February 27, 1986 and the social worker makes the first face-to-face contact with the child on March 1, 1986. LIST ON THE LOG.
2. A referral is received March 3, 1986; it is regarding three siblings; and the social worker makes the first face-to-face contact with the parent on March 8, 1986. LIST EACH CHILD ON THE LOG ON A SEPARATE LINE.
3. A referral is received March 25, 1986, and the social worker makes the first face-to-face contact on April 1, 1986. DO NOT LIST ON THE LOG.

2. Family Maintenance (FM) Cases:

Counties shall keep the log (SOC 368) of all FM cases active during the month of March, 1986.


Examples:

1. An FM case was opened in September, 1985 and closed March 15, 1986. LIST ON THE LOG.
2. An FM case was opened on March 29, 1986. LIST ON THE LOG.
3. An FM case was opened on March 3, 1986 and closed March 29, 1986. LIST ON THE LOG.

The list of FR and PP cases to be reviewed will be developed from the Foster Care Information System (FCIS). The lists of cases to be reviewed in the ER, FM, FR, and PP Programs will be sent to each county prior to the beginning of the review in that county.

If you have any problems or questions regarding the CWS Review or the ER/FM logs, please contact your AFSOB consultant at (916) 445-0623 or ATSS 485-0623. Please submit your completed logs to:

Adult and Family Services Operations Bureau
Department of Social Services
744 P Street, M.S. 9-532
Sacramento, CA 95814



LOREN D. SUTER
Deputy Director
Adult & Family Services

Attachments

cc: CWDA

DISTRICT OFFICE (OPTIONAL)

NUMBER: OPTIONAL:

[illegible]

NOTE: List all FM cases active during the month of March, 1986.

SDC 368 (1.86)